

Approved For Release At 2002/06/28 CIA RGDP78-04718A002300430096-6

S-A-K-P-L-E

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE					
JOHN DOE	11 May 1930		26 Feb 1957					
<i>This is to notify you of the following action affecting your employment:</i>								
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)	6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY						
EXCEPTED APPOINTMENT (WAE)	1 May 1957	50 USC 403 j						
FROM	TO							
	8. POSITION TITLE	Specialist Reserve (WAE) Slot #						
	9. SERVICE, SERIES, GRADE, SALARY	GS-11 \$24.56 per day						
	10. ORGANIZATIONAL DESIGNATIONS	DD/S-Office of Personnel (Employing Office)						
	11. HEADQUARTERS	Washington, D. C.						
<input type="checkbox"/> FIELD	DEPARTMENTAL	12. FIELD OR DEPT'L	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL					
13. VETERAN'S PREFERENCE								
NONE	WWII	OTHER	5-PT. DISAB. OTHER	14. POSITION CLASSIFICATION ACTION				
				NEW	VICE	I. A.	REAL.	
15. SEX	16. APPROPRIATION FROM: 7-6502-20 TD: Same			17. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	18. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		
20. REMARKS:								
ATTACHMENT 3 (SAMPLE)								
ENTRANCE PERFORMANCE RATING:								
				14	21. SIGNATURE OR OTHER AUTHENTICATION			

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